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Report for Week Ending 2 May 1956
from
RECORDS DISPOSITION BRANCH

25X1A9a

25X1A6d

Project 5-77 - DD/I and Project 6-15 - OCI [REDACTED]

No change from previous report. Projects are 99% complete.

Project 6-11 - Office of Personnel [REDACTED]

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Records of two Staffs, Selection and Development, have been inventoried. A survey will begin in the Mobilization Staff today. Project is 51% complete.

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FOIAb3b1

[REDACTED] ([REDACTED]) FOIAb3b1

Have obtained concurrence from [REDACTED] on stock levels and retention periods for their supplemental distribution material maintained at the Records Center. The final report has been drafted and should be forwarded together with the revised schedules to [REDACTED] this week. Project is 95% complete.

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Project 6-26 - Medical [REDACTED]

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A report is being drafted to cover the findings of the recent audit made of the Records Program in the Medical Staff. Project is 75% complete.

Project 6-39 - DCI Executive Registry [REDACTED]

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The records inventory has been completed and an initial records control schedule is being prepared. Some of the records will be retired to the Records Center upon initial application of the schedule. Project is 40% complete.

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Project 6-40 Office of Central Reference [REDACTED]

Initial schedules have been drafted for the OAD and Staffs. Inventory phase has been completed in the Special Register and schedules are being drafted. Project is 8% complete.

Project - DDS [REDACTED] 25X1A9a

A records control schedule was prepared and submitted to the office of the AD/DDS for review. Project is 50% complete.

Project - ⁶⁻⁴⁶Office of Scientific Intelligence [REDACTED] 25X1A9a

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Assisting [REDACTED] OSI Records Officer, in a complete resurvey of their records to revise their records control schedule. Due to their recent reorganization and reassignment of functions their present schedules are unworkable. Project is 3% complete.

[REDACTED] 25X1A9a

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